**BRETTENHAM PARISH COUNCIL MEETING HELD ON THURSDAY 14th NOVEMBER 2019 AT 7.30PM IN THE VILLAGE HALL**

**MINUTES**

**Present: Chairman Mr C Clarke, Clerk/RFO Mrs J Schofield, Vice Chairman E Woods, Councillors A Wilson, B Cronk, P Bendall, P Truin, L Collings and 9 members of the public.**

1. **Chairman welcomed everybody to the meeting. No apologies received.**
2. **Declarations of Interest received and recorded.**
3. **It was resolved that the Minutes of the meetings held on the 5th September which had previously been circulated were a correct record. Approved and signed by Chairman.**

**PUBLIC FORUM**

**Report received from SCC and BDC Councillor R Lindsay. Report attached.**

**Bus subsidy cuts remain a concern and is discussed in further detail in item 7.**

**Report from Neighbourhood Watch Officer: Reports of 2 x break-ins since the last Parish Council Meeting which is a concern. One from a vehicle and another in a residential property.**

**The community speedwatch volunteers have now been trained and will be starting their programme to monitor speeding in the village in the very near future.**

**Report received from Footpath Liaison Officer: The leaflets have now been paid and are available for members of the public to use. There are 2 bridges in need of repair in addition to 2 x posts near footpath 1. Work to manage the vegetation along the footpaths is also needed to ensure the routes remain useable. Thanks were given to Martin for managing the maintenance of the bridge off The Street.**

**Update from SALC member: The Joint Local Consultation has now been completed with the Joint Local Plan now published and available to members of the public. Cllr Wilson unable to attend the most recent SALC meeting due to a holiday however will be attending the AGM on the 26th November and will feed back. Cllr Wilson also reiterated that Brettenham Parish Council have a log in for the SALC website and encouraged others to access this useful resource.**

**Update from BVA representative: The BVA have recently purchased a new oven which is due to be installed in the coming weeks. A joint application with the Parish Council has also been completed and will be discussed further in agenda item**

**4.2**

**Report from Suffolk Passenger Transport representative: Much of the update was covered in Cllr Lindsey’s report. Cllr Collings raised concerns that there was some confusion about the date in which the service stopped as there was a notice that advised the last bus service would be in November, however a resident reported that the bus had not arrived in September. Agreed there was some possible confusion around the community bus which requires passengers to book in advance.**

**Report from Tree Officer: 100 trees allocated from Babergh and the Woodland Trust and due to be delivered on the 29th November to the 1st December. Most of these trees have now been allocated to residents however there are a few left if anyone would like them.**

**Action point: notice to be placed in the Village Magazine advertising the remaining trees and reminding villagers of V Bourne’s offer to purchase trees which still stands.**

**Village Magazine Editor: From January onwards C Dye has offered to support the editor with the running of the magazine. Agreed that it was beneficial to have more than one person involved in the event that the editor is unavailable.**

**The Public Forum closed at 19:55**

1. **To receive Clerks report on matters from previous meeting and to date.**

**4.1 Quarter 2 July – September 2019 Accounts: completed and signed off by the Internal Auditor**

**4.2 CIL123 funding application for defibrillator: A joint application was submitted by the Parish Council and the BVA. Acknowledged that the application process required a significant amount of work and that future applications should be agreed well in advance to ensure that the tight timescales for the application are manageable. Thanks were given to those involved in the application. The application is requesting funding for a full service package that provides both the unit and insurance. Query from Clle Bendall as to whether the Parish Council existing policy would cover the defibrillator.**

**Action point: To further explore the insurance in March if the funding is awarded.**

**4.3 CIL funding options: Cllr Woods provided an update on the funding options with priorities as per previous agreement. Further exploration of the costs for the play equipment to be sought and brought back to discuss.**

**4.4 Precept 2020/2021: Precept report presented for Cllrs and Internal Auditor for scrutiny. Slight increase on previous year recognising the increase in the Clerk’s pay (as prescribed by SALC) and additional funds for training as this was not budgeted for previously.**

1. **Planning**

**5.1 To consider and receive updates on Planning Applications**

**5.1.1 DC/19/02650 - Householder Planning Application - Erection of a single storey linked extension to**

**garage/outbuilding; blocking up of existing garage doors and insertion of window. Dove Farmhouse, Bury Road, Brettenham, Ipswich Suffolk IP7 7PL**

**BPC: no comment / BMS: granted 23.09.19.**

**5.1.2 DC/19/04344 - Full Planning Application - Erection of Tennis Court and perimeter fencing. Chapel Hill House, Chapel Hill, Brettenham, Ipswich Suffolk IP7 7PG**

**BPC: supported subj to no external lighting. BMS: granted subj to no external lighting.**

**5.1.3 DC/19/04793 - Outline Planning Application (some matters reserved - access to be considered) -Erection of a 1No self build dwelling, garage/cartlodge including solar panels to roof slope and new access(following partial demolition of existing building) Crownings, Buxhall Road, Brettenham, Ipswich Suffolk IP7 7PA**

**BPC: Supported. BMS: Awaiting decision.**

**5.1.4 DC/19/05085 - Notification of Works to Trees under Tree Preservation Orders WS66/A1 and**

**WS66/G1 and within a Conservation Area. Tall Trees, Chapel Hill, Brettenham, Ipswich Suffolk IP7 7PG**

**BPC: being considered (comments due by 19.11.19). BMS: awaiting decision.**

**5.1.5 DC/19/04828 - Application under Section 73 of the Town and Country Planning Act. 0049/90 for the variation of Condition 1 ii of 0049/90 (previously varied under Condition 3 ii (b) of 3373/13 for information) to allow an increase in aerotow launch operations from 10.00hrs to 18.00hrs 5days a week from 01 May to 30 September. BPC: being considered (comments due by 25.11.19) BMS: awaiting decision.**

**Concerns have been raised about a recent incident where the two ropes have become loose and fallen off the two plane mid-flight. Cllr Truin reported that this also happened last year when a tow line went through a combine harvester apparently having come off the plane and dropped into the field. Another question was raised about whether the club were using two tugs?**

**An email to residents has already been circulated offering the opportunity to comment on the application.**

**Action point: Cllr Bendall as lead for planning, to request an extension to allow for the application to be published in the village magazine for discussion.**

**Subsequent PL. Apps received: DC/19/05273 on 13.11.19. Proposed work to x10 trees in the Conservation Area at 11, The Gardens, Bury Road, Brettenham, none of which appear subject to TPOs. Subject to a similar Application in 2017 (Ref DC/17/04594) which did not object to those works.**

**BPC: being considered, awaiting Tree Officer’s views (comments due by 03.12.19). BMS: awaiting decision.**

* 1. **To receive To receive update on planning committee system for decision making**

**There is a view that comments/decisions by BPS on every planning application can only be made after a decision is reached in a meeting held in public. If correct this raises a number of logistical issues (incl. timely response, booking and running the public meeting forum, achieving quorums, and increased workload on parish councillors). It also raises questions on the discretion and extent of the remit of BPS to make such comments. This is now being reviewed by the Planning Committee and a further report will be made in due course.**

* 1. **To discuss issues around the notification of planning applications**

**To be considered in conjunction with 5.2, above: a further report will be made in due course.**

**6. Correspondence**

**6.1 To discuss items of correspondence**

**6.1.1 Planned tree work on Dux Hill: Notice acknowledged. No further action required from the Parish Council.**

**6.1.2 Suffolk Fly-tipping Campaign: Request from Babergh and Mid Suffolk to support their anti fly-tipping campaign. The BVA now have a facebook page – agreed to send the information on this campaign to see if they could support.**

**6.1.3 Hadleigh Dementia Action Alliance – consultation. As above – to be shared with the BVA facebook page coordinator.**

**6.1.4 Tree for life campaign BMSDC. As above – to be shared with the BVA facebook page coordinator.**

**6.2 To discuss any further items of correspondence received since Agenda prepared. None received**

**7. Bus subsidy cuts**

**7.1 Update on services available to local residents. The bus route previously available is no longer available. The consultation via the BPC email distribution list suggested that there were not many residents using the service, however for the few that did, it was a vital service. The community bus is still available once a week but needs to be pre-booked. Information to be placed in the village magazine.**

**8. Playing Field/Parking/Health and Safety**

**8.1 To receive reports of any Health and Safety issues. No reports received. Playground inspection is due by the end of the year and has been booked.**

**9. Finance**

**9.1 Clerk to provide current financial report. Report presented and accepted by the BPC.**

**9.2 To consider and authorise payments detailed on finance report: Payments authorised.**

**9.3 Precept allocation. This was presented to Councillors and authorised. Query whether there is a statutory requirement for data protection officer services to comply with GDPR legislation.**

**10. Website – consideration to fund training for other users to maintain the website. Fraser Gipson has now completed his Duke of Edinburgh award. Other volunteers have come forward to support Fraser in this role as his availability to undertake this work is reducing. Agreement sought to funds to train another volunteer in running the website. Cost presented and agreed.**

**11. AOB and items for consideration of inclusion on next Agenda.**

**Annual Litter Pick.**

**Meeting closed at 21.02**

**The next meeting will be held on Thursday 13th February 2020 at 7.30pm in the Village Hall.**

**Jo Schofield Clerk/RFO Tel: 01449 737840 Email:** [**brettenhamparishcouncil@btinternet.com**](mailto:brettenhamparishcouncil@btinternet.com)

**Minutes circulated to:**

**Chairman**

**Mr Chris Clarke\***

**Vice-Chairman**

**Ms Emily Woods\***

**Councillor and Suffolk Passenger Transport Representative**

**Mr Peter Truin\***

**Councillor and Chairman of Planning Committee**

**Mr Paul Bendall\***

**Councillor and SALC Representative**

**Mrs Alyson Wilson\***

**Councillors**

**Ms Beverley Cronk\***

**Mrs Lindsey Collings\***

**Suffolk County and Babergh District Councillor – Cosford**

**Mr Robert Lindsay\***

**Internal Auditor**

**Mr Roger Bere\***

**Neighbourhood Watch Co-ordinator:**

**Ms Val McGuill\***

**Gardening Club**

**Mrs Carrie Dye\* \* sent via email**

**Footpath Liaison Officer**

**Mr Martin Annis\***

**Tree Officer:**

**Mr Andrew Godderham\* VH Noticeboard/Village Website**

**Old Buckenham Hall School**

**Mr David Griffiths\***

**Centre Academy for East Anglia**

**Dr Duncan Rollo/Mrs Kim Salthouse\***

**Village Hall Caretaker**

**Kemal Ozficici\***

**Website Co-ordinator**

**Mr Fraser Gipson\***